

CONFIDENTIAL

Approved For Release 2003/05/05 : CIA-RDP84-00780R002100110042-3

3 APR 1968

MEMORANDUM FOR THE RECORD

SUBJECT: Briefing on the Clinical Division/OMS  
28 March 1968 - 1500 Hours

[REDACTED]

25X1

25X1

2. [REDACTED] spoke from a very complete briefing outline which includes organizational charts, breakdowns of the various staffs, workload charts and comments on the Clinical Division's activities. This briefing outline is available in the DD/S Registry.

25X1

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3. [REDACTED] explained that [REDACTED] resulted in the temporary setting up of a Special Assistant for Clinical Activities, in the person [REDACTED]. This position is designed to take up some of the routine problems and activities formerly handled by the Deputy Director for Medical Services, and may be continued after [REDACTED] return if it proves to be a useful addition to the organizational structure.

25X1

4. As far as the Clinical Division Staff is concerned, [REDACTED] believes that he has an effective mix of staff and WAE/Consultant personnel. He spoke of the difficulty in reimbursing good men adequately under the present policy which limits payment to about \$32 for a four-hour "session." The State Department, for one, pays more and [REDACTED] would like to see this figure raised to the \$45 to \$50 range per session.

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5. Workload figures for FY '67 show [REDACTED] visits to the Headquarters building dispensary. At the same time the Headquarters immunization facility handled [REDACTED] immunizations.

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6. [REDACTED] indicated a need for some additional equipment that could lead to more efficient and speeded up operations and [REDACTED] suggested that these needs be made up in the form of requisitions in anticipation of possible year-end funds being available.

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7. The briefing adjourned at 1600.

[REDACTED]  
Special Assistant to the  
Deputy Director for Support

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Distribution:

Orig - DD/S Subj  
1 - DD/S Chrono

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GENERAL BRIEFING OUTLINE

CLINICAL DIVISION  
OFFICE OF MEDICAL SERVICES

March 1968

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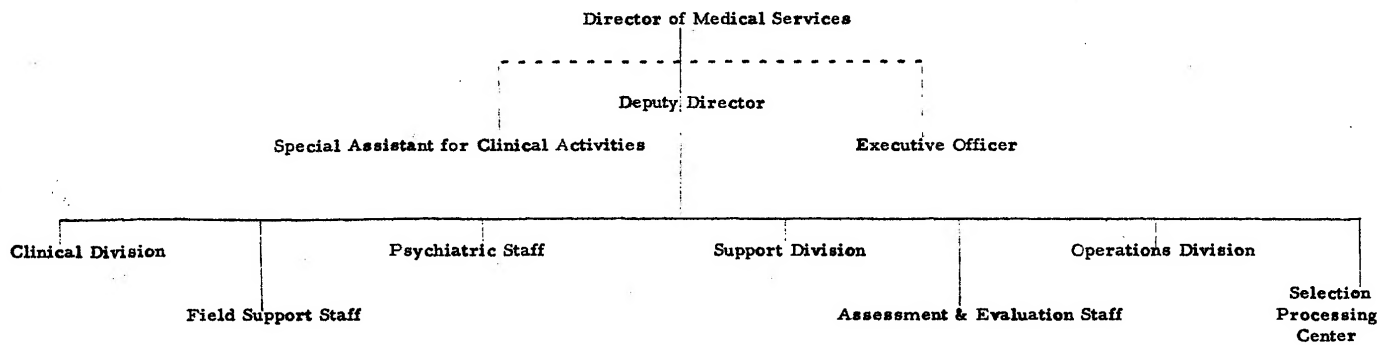
Special As:

Clinical Division

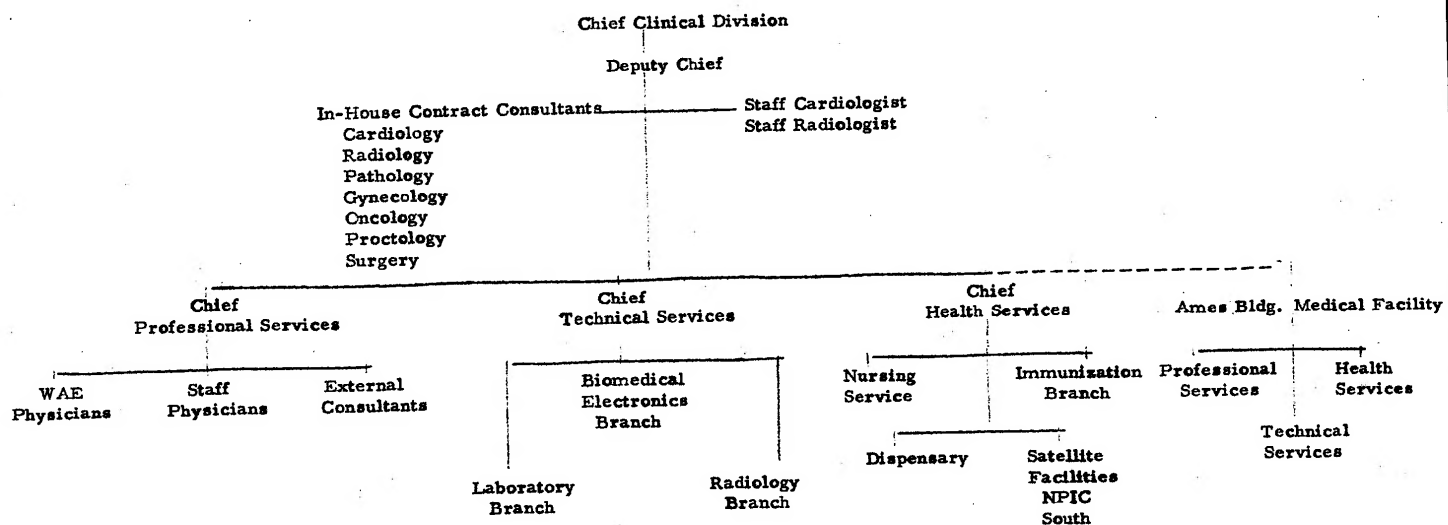
Field Support Staff

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ORGANIZATION OFFICE OF MEDICAL SERVICES



# ORGANIZATION CLINICAL DIVISION



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FUNCTIONS  
PROFESSIONAL STAFF

Chief, CD

Administer CD  
Liaison with organized  
medicine  
Other government  
medical services  
Medical Societies  
Public Health  
Liaison with Agency  
components  
Supervise CD projects  
Occupational medicine  
Environmental health  
Advisor  
EAA  
GEHA  
BSD  
Safety Committee

Deputy Chief, CD

Maintain logs and  
records  
Disease incidence  
studies  
Overseas medical  
support  
Supervise professional  
personnel

Chief, Professional Services

Conduct clinical evaluations and  
disqualifications  
Supervise WAE physicians  
Perform special examinations  
Medical retirement  
Fitness for duty  
Return to duty  
Other  
Maintain liaison with cleared  
consultants  
Monitor serious illnesses  
Headquarters personnel  
Treatment and counsel

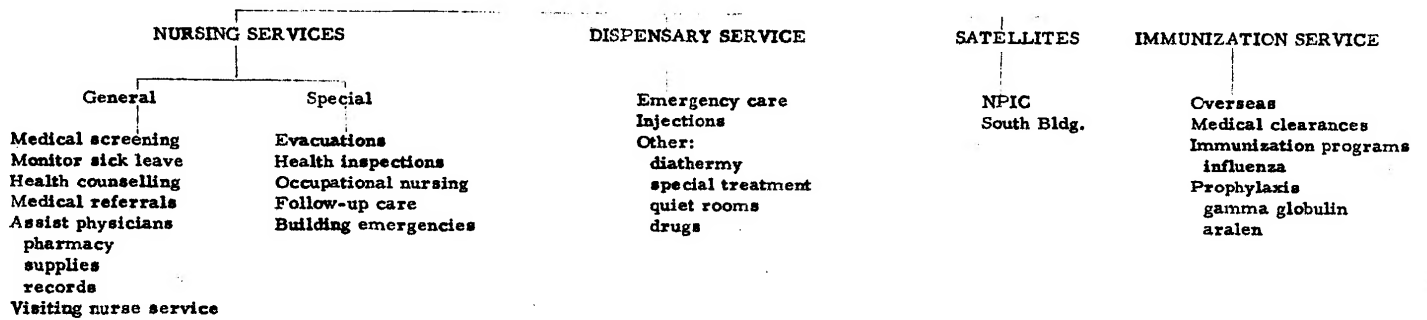
Staff Cardiologist

Executive annual  
program  
Research  
Cardiac  
EKG  
Stress  
Treatment & counsel

Staff Radiologist

Interpret x-rays  
Perform specialized x-ray  
examinations  
Gastrointestinal  
Cardiac  
IVP  
Mammograms  
Barium enemas

FUNCTIONS  
HEALTH SERVICES STAFF



STATISTICS F Y 1967



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CLINICAL DIVISION ACTIVITIES (continued)

III. MAINTAIN A PREVENTIVE MEDICAL PROGRAM

A. Immunization and Prophylaxis

Overseas immunizations  
Malaria prophylaxis  
Hepatitis prophylaxis

B. Advice to Employees

Environmental hazards  
Hygiene counselling  
Educational programs  
Personal problems

C. Examination Programs

Executive annual program  
Periodic health examinations  
Special examinations

IV. CLINICAL SUPPORT FOR OVERSEAS

A. Overseas Personnel

Qualified facilities  
Direct advice  
Travel kits  
Briefing in conjunction with Psychiatric Staff

B. Medical Evacuations

Arrange treatment

C. Dependent Program

Briefing Commo. wives in conjunction  
with Psychiatric Staff

D. Overseas Physicians and Technicians

CLINICAL DIVISION ACTIVITIES (continued)

V. CONDUCT A RESEARCH AND DEVELOPMENT PROGRAM

A. Medical Electronics

Telemetric systems  
Biotronics new system

B. EKG Analysis

Transmission  
Duplication  
Analytic methods

C. Automatic Data Processing

Code development  
Systems development

D. Disease incidence analysis

Sick leave analysis  
Overseas illnesses  
Epidemiology  
Hospitalizations

E. Studies on Stress and Aging

Will be aided by machine readable information

VI. TRAINING ACTIVITIES

A. In House

Rotation  
Lectures  
Demonstrations

B. External

Special courses  
Medical meetings

VII. SUPPORT AGENCY ACTIVITIES

A. Medical Advisor

GEHA  
EAA  
BSD

B. Professional Assistance

Immunization programs  
Community efforts  
Personnel problems

#### CURRENT AND PLANNED OPERATIONS

1. Executive Annual Program
  - a. Tonometry to be done by two of our staff nurses.
  - b. Spirometry
2. EKG Program
  - a. Computer interpretation of routine and polygraph data.
3. Eventual plan to have computerized interpretation of spiograms.
4. Plan to convert analog signals of autoanalyzer and spiograms to digital readouts.
5. Program to place AMH, physical findings, laboratory data, diagnoses, physician recommendations, and final disposition in machine readable form.
6. In-house training program to be set up
7. Medical standards
8. SOP Manual
9. Clinical Division Panel
10. Periodic preventive medical programs to provide immunizations against smallpox, tetanus, influenza, tetanus-diphtheria and polio.

#### REQUIREMENTS

1. Equipment
  - a. Spirometry and EKG equipment that provides signals which are better for computer interpretation.
  - b. Current with medical advances.
2. More monies for WAE physicians and external consultants. Requested in this year's Program Call for 1970 but we could use it now.
3. Space
4. Training
  - a. In-house as currently planned
  - b. More exposure to Agency training and briefings
  - c. External - greater attendance of professional meetings and courses.
5. Full strength of physicians and technicians in Clinical Division.

**AREAS FOR IMPROVEMENT**

1. Regularly scheduled examinations for all WAE physicians.
2. Opportunity for overseas travel for Clinical Division physicians.
3. Opportunity for individual clinical studies by Clinical Division physicians.
  - a. Clinical review of health problems for publication.
  - b. Comprehensive review of overseas medical problems to determine what additional changes need be made in overseas selection criteria.
  - c. In-depth review of retirement cases and problem cases to determine what, if any, adjustments need be made in selection standards.
4. Visiting nurse for overseas evacuees.
5. Improvement of career program with goals of better career service to Agency and providing better continuity of professional staff, particularly physicians, in Clinical Division.